

MINUTES OF REGULAR MEETING  
SUGAR CITY COUNCIL  
THURSDAY, OCTOBER 25, 2018

Presiding: Mayor David D. Ogden  
Meeting Convened at 6:30 p.m.  
Prayer: Dave Ogden  
Pledge of Allegiance

Present: Mayor David D. Ogden; Clerk-Treasurer Wendy McLaughlin; Councilors Vaun Waddell, Joy Ball, and Bruce King (Councilman Brent Barrus was excused); Public Works Director Arlynn Jacobson; Chairman Dave Thompson, of the Planning and Zoning Commission; City Building Inspector Cliff Morris; City Computer Information Technologist (IT) Spencer Cook; Reporter Lisa Smith, *Standard Journal*; Citizens Bruce Arnell, Avalon Blaser, Mateo Hymas, Barbara Lusk, Sandy Luthy, Catherine Nielsen, DeVerl Stoddard, and Lance Taylor.

**MINUTES:** Mayor Ogden asked if there were any corrections to the revised minutes of the regular meeting held on October 11, 2018. Each councilor had a copy of the minutes prior to the meeting. Councilman Waddell thanked Clerk-Treasurer McLaughlin for separating the two executive sessions and asked about taking attendance for executive sessions. Clerk-Treasurer McLaughlin said she had checked into that and would send the council the response from the Association of Idaho Cities (AIC).

**MOTION:** It was moved by Councilman Waddell and seconded by Councilwoman Ball to accept the minutes; motion carried.

**PLANNING AND ZONING (P&Z) COMMISSION REPORT:** Chairman Dave Thompson reported on the following items:

**South Fork Villa 2<sup>nd</sup> Amended Final Plat:** Mr. Thompson felt there were several issues he would like to correct before signing the final plat.

**Citizen Input Report:** The commission is now taking comments from the public as part of their meeting agenda. There are several lights out around town and weed patches that were brought to the commission's attention. The city is already aware of the lights and is working on fixing them.

**Plat Process:** Reviewed and discussed the process and made several changes – a public hearing date could be scheduled soon.

**Land Use Schedule:** The commission is still working on changes to the Land Use Schedule and is getting closer to finalizing the changes.

**P&Z 9-1-3 Guidelines for Administrator and 9.1.4 Commission:** The commission has made lots of progress and intends to set a public hearing date soon on the proposed changes to the P&Z code.

**Business Park Landscaping:** The Frito Lay and Sofa Source building lots are not in compliance with the Business Park landscaping covenants. Mr. Thompson is working on letters to the owners to specify the problems.

**SOUTH FORK VILLA FINAL PLAT:** See comment above.

**EMAIL AND COMPUTER SECURITY UPDATES:** The council made a motion to improve email security for city employees, officials, and board members. Many are using their own

personal email accounts to communicate with the city, which could put at risk personal information. Planning and Zoning Chair Dave Thompson, owner of Blockit Inc, and City IT Specialist Spencer Cook both discussed at length with the council some options the city could take as well as the advantages and disadvantages of each. In the end, the council chose to go with Mr. Cook's suggestion to stay with Google hosting and create individual email aliases within a generalized folder. The cost to the city would be minimal to set up the alias email accounts, and the email accounts would be secured as desired.

**MOTION:** It was moved by Councilman Waddell and seconded by Councilman King to have Spencer Cook set up the city email aliases using Google: motion carried.

**NEW PUBLIC WORKS ASSISTANT:** The council supported Public Works Director Arlynn Jacobson's and Mayor Ogden's recommendation to hire Jonathan Turner for the third full-time public works employee. They interviewed several candidates and narrowed the list down to three top picks. All three are capable, but Mr. Turner seemed to be the best long-term choice, they felt. The new public works employee is already budgeted at a starting salary of \$15 an hour.

**MOTION:** It was moved by Councilman King and seconded by Councilman Waddell to approve hiring Jonathan Turner as the new third full-time employee for the Public Works Department: motion carried.

**MAYOR'S REPORT:** Mayor Ogden reported on the following items:

**Rebid of Remaining Water Project Items:** DN Tanks has withdrawn and will not pursue its protest further. The Idaho Department of Environmental Quality (DEQ) has approved the award to Dome Technology LLC as the low bidder, coming in under their original bid by about \$50,000 and saving the city overall around \$90,000 of the bond estimate. Thanks to Randy Johnson of Forsgren Associates and City Attorney Dylan Anderson for their work on the protest.

**Well House and Well System Bids:** The city will separate and rebid the well house, well, generator, and SCADA system to help reduce costs. Separating the project components is estimated to save the city another \$500,000.

**Surgery Date:** No report.

**Tree City USA Award:** The city has received the Tree City USA award again for the 15th straight year.

**City Christmas Dinner:** Thursday, December 6, 2018, at 6:00 p.m. will be the city Christmas dinner. It will be held at the Sugar-Salem High School commons area. Invitations will be sent out later. Councilman Waddell and Councilwoman Ball both said they are planning to come.

**City Lights:** Citizen Catherine Nielsen asked the city to replace several street lights that are out in the city in general and install new lighting in the Old Farm Estates (OFE) subdivision. Mayor Ogden thanked Mrs. Nielsen for reporting the outages. The city is already aware of those lights that are out and is currently working on getting them replaced and working with the developers to get the new OFE lighting installed. Lights being replaced in the routine manner can be changed to LED fixtures at minimal cost.

**CITY LOGO IN COUNCIL CHAMBER:** The mayor handed out examples of how other city councils have used their logos as part of the council chamber backdrop. The mayor will get a couple of estimates and examples of what we could use.

**REMAINING COUNCIL MEETINGS FOR 2018:** The council cancelled the second regular City Council meeting in November and December because of the holidays, as usual.

**MOTION:** It was moved by Councilwoman Ball and seconded by Councilman Waddell to cancel November 22 and December 27 council meetings; motion carried.

**ROADS AND WALKWAYS GRANT APPLICATIONS:** Dave Thompson and Arlynn Jacobson are working on resubmitting applications for two grants from last year, namely the Children Pedestrian Safety and Surplus Eliminator federal and state grant programs, respectively.

**Children Pedestrian Safety Grant:** The Children Safety program would help connect school sidewalks, add lights, and pave existing pathways. Several community members are helping prepare the grant application. The city Transportation Plan does not include the project and will need to be updated.

**Surplus Eliminator Grant:** This grant, if received, would be used to straighten the curve coming into Sugar City from Idaho Highway 33 on the south and connect the city’s Third South going west. The grant requires the project to be at least 50% engineered, and this project is 100% engineered. Both this grant and the Children Pedestrian Safety grant require no matching funds from the city. The council asked Arlynn to send members a map of the proposed project. Council members also asked the mayor to notify residents who will be affected by the road change by letter and to send a copy to the council.

**DEPARTMENT REPORTS:**

- COUNCILMAN BARRUS:** Excused.
- COUNCILMAN WADDELL:** No report
- COUNCILWOMAN BALL:** No report
- COUNCILMAN KING:** No report

Meeting adjourned at 9:15 p.m.

Signed: \_\_\_\_\_  
David D. Ogden, Mayor

Attested: \_\_\_\_\_  
Wendy McLaughlin, Clerk-Treasurer